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**Grazing Development Manager**

**Introduction**

Warwickshire Wildlife Trust (WWT) is one of the 46 UK Wildlife Trusts. Established in 1970 we are a grass roots organisation governed by 14 trustees elected from a membership of over 29,000 people, 99% of whom live in the county, and supported by 800 active volunteers. We manage 67 nature reserves which total more than 1,000 hectares across Warwickshire, Coventry and Solihull and no one living or working in that area is more than 6 miles from one of these wildlife havens.

As members of the influential network of Wildlife Trusts, we are part of a collective covering the whole of the UK with 870,000 members, 35,000 volunteers, 2,500 staff and 600 trustees, all working together through a central unit, the Royal Society of Wildlife Trusts (TWT). Together we are on a mission to restore a third of the UK’s land and seas for nature by 2030. We believe everyone, everywhere, should have access to nature and the joy and health benefits it brings. Each Wildlife Trust is an independent charity formed by people getting together to make a positive difference for wildlife, climate and future generations. Together we care for 2,300 diverse and beautiful nature reserves and work with others to manage their land for nature, too.

WWT is embarking on a ten-year strategy setting out the impact we want to have as an organisation. We have a bold goal that, by 2030, nature will be in recovery with abundant and diverse wildlife everywhere, and that natural processes will be creating wilder landscapes where people and nature thrive.

Fundamental to that approach is our ambition to make more space for nature and inspire more people to be on nature’s side. To achieve that we must ensure our own estate is delivering this ambition and adapt and innovate to get the best outcomes for nature. How we manage our sites underpins all of that and we want natural processes to lead on ensuring nature reserves in the future are rich in wildlife, resilient to change and help tackle the climate emergency. Showcasing and sharing this work on land beyond our sites enable others to take action for nature.

The proposed Agricultural Task Force (ATF) will deliver exactly this. We need an ambitious individual, with a strong agricultural background, to lead on the transition to making our management more sustainable for the long term. Simply put, that is using grazing animals and agricultural actions better on our own land to do more for wildlife. Whilst getting our house in order, the role will also evolve developing opportunities to deliver management on other people’s land, taking the ATF beyond our reserves boundary. This is key for us to reach our ambition and managing sites through grazing, cutting scrub and enhancing grasslands for others will increase our impact.

As an integral role in our Reserves Team, the Grazing Development Manager, your experience of livestock grazing and countryside management, this role is the perfect opportunity for someone to adapt and influence how the Trust operates and bring more nature back.

If you have a farming background, a passion for wildlife and land management and want to pioneer a unique project to meet our strategy, then this role may be for you.

**Job description: Grazing Development Manager**

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| **Accountable to:** | Director of Nature Reserves |
| **Location:** | Based at Brandon Marsh Nature Centre, CV3 3GW with agile working. |
| **Salary:** | Grade 3 (a) £32,025 - £40,031 |
| **Benefits:** | Employers’ pension contribution up to 7% (with 4.5% from employee)  25 days holiday plus bank holidays, rising after 2 years’ service  Access to Electric Vehicle salary sacrifice scheme  Employee Assistance Programme  Death in service benefit equivalent to 3x salary |
| **Liaison with:** | Warwickshire Wildlife Trust staff, volunteers, external partners, funders and general public |
| **Responsible for:** | Volunteers (and staff TBC) |
| **Hours:** | Full Time, 35 hours per week |

**Job Purpose:**

Lead on the development and implementation of the Trust’s Agricultural Task Force by prioritising grazing and natural processes as a management tool on the land of the Trust and third parties. Diversifying funding and developing the ATF project, the role will increase the grazing function and sustainability of its management to bring wildlife back.

**Key Responsibilities:**

**1. Grazing Development**

**1.1** Develop a grazing project to make the best use of resources and partner opportunities to create a sustainable grazing approach across Warwickshire, Coventry and Solihull

**1.2** Co-ordinate the Trusts grazing activities required to deliver natural process led herbivore actions at a range of scales on WWT nature reserves

**1.3** Lead on the contractor management for vegetation management (grasslands) on existing and new Trust land

**1.4** Develop the ATF to an operable model, charging for services and supporting the wider work of the Trust through income generation from grazing and land management

**1.5** Manage project budgets, reporting to funders as required and generating income to maintain and grow the team long-term from a wide range of sources, including agri-environment schemes, green finance, BNG, sales of products and services, grant funding

**1.6** Manage additional recruited staff as the ATF expands to meet the needs of the Trust and its clients

**1.7** Develop volunteers as required, specifically a livestock checking volunteer role

**1.8** Diversify the function of the ATF to support landowners, internal projects and other partners with habitat management functions

**1.9** Where appropriate ensure legal requirements for livestock and agricultural activities are met, such as movement reporting, meeting Tb testing regimes and other obligations such as biosecurity measures and animal welfare

**1.10** Responsible for managing health and safety arrangements for all work activities and reserves, specifically relating to livestock grazing

**1.11** Prepare contract specifications, negotiate and manage contracts for specialist services as required and procure equipment required for completion of agreed work programmes

**2. External relationships and communications**

**2.1** Promote the development of relationships and opportunities between the Trust, local communities and landowners;

**2.2** Support the development and implementation of communications plans for reserves; including liaising and representing the Trust in the media to promote agreed messages;

**2.3** Contribute to a wide range of events and the production of interpretive materials to inspire and engage visitors and local people about the Trust’s work and the reserves;

**2.4** Foster excellent communications internally and externally and work with your team and other relevant officers where applicable; seeking their involvement and offering reciprocal specialised support

**2.5** Recruit, train, organise and lead an appropriate volunteer team to support the work on assorted sites. Be responsible for training and H&S for these volunteers as required, ensuring yourself and your team adhere to relevant health and safety policies and procedures

**2.6** Maintain good relations and communication with other site users, neighbouring landowners and partner organisations wherever possible

**2.7** Take appropriate action to prevent behaviour or activities likely to be detrimental to reserves or to conflict with Trust policies, procedures or practice

**2.8** Involve local people and the public in the care and management of WWT sites, including consultation and events

**3. General Responsibilities**

**3.1** Promote the work, mission and vision of the Trust at all times.

**3.2** Use every opportunity commensurate with other duties to contribute to the Trust’s membership recruitment, fundraising and engagement of people.

**3.3** Ensure a high level of customer service in all dealings with the public.

**3.4** Ensure continuous development of skills and knowledge required for the post, undergoing training and performance review as required by the Trust.

**3.5** Work within all the policies and procedures of the Trust, ensuring own compliance with the Trust’s health and safety policies and procedures and that of any resources for whom you are responsible.

**3.6** Work at all times within the Warwickshire Wildlife Trust’s Equal Opportunities Policy and to promote equal opportunities.

**3.7** Comply with all legal and contractual obligations concerning the responsibilities of your post.

**3.8** Assist in the preparation of annual budgets, work programmes and reporting requirements for your area of work.

**3.9** Carry out any other reasonable duties commensurate with the level of responsibility of the post, as requested by the Chief Executive.

**Person Specification**

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| **Experience** | **Essential** | **Desirable** |
| Demonstrable experience of working with livestock and/or graziers | **✓** |  |
| Landscape scale conservation, rewilding and herbivore management – implementing grazing plans |  | **✓** |
| Raising income from a variety of sources, budget construction and budget management |  | **✓** |
| Line management of staff |  | **✓** |
| Experience of using specialist agricultural machinery and associated attachments | **✓** |  |
| Maintaining land, infrastructure and animal handling infrastructure |  | **✓** |
| Appointing, monitoring and managing contractors for practical projects |  | **✓** |
| Developing and delivering work plans |  | **✓** |
| Project management working effectively with partners and funders |  | **✓** |
| **Knowledge** | **Essential** | **Desirable** |
| Ecological principles and habitat management including rewilding |  | **✓** |
| Sound understanding of practical challenges faced in managing conservation sites |  | **✓** |
| Understanding a range of farming techniques, animal husbandry and agricultural practices in relation to conservation grazing | **✓** |  |
| Application of H&S regulations specific to conservation and agricultural sectors | **✓** |  |
| Range of practical qualifications / experience / understanding of countryside management e.g. chainsaw, brush cutter, first aid, tractor driving |  | **✓** |
| Knowledge of appropriate legislation and compliance issues around livestock welfare | **✓** |  |
| Skills and Qualifications | Essential | Desirable |
| Diploma, degree or equivalent vocational qualification in a relevant subject or sufficient relevant experience for the role | **✓** |  |
| Tractor driving, 4x4 and trailers |  | **✓** |
| Ability to undertake heavy manual work and work in all outdoor conditions | **✓** |  |
| Effective planner with good time management skills | **✓** |  |
| A range of communication skills suitable for many different audiences, occasionally in adversarial situations | **✓** |  |
| Ability to create solutions and work independently to meet challenges | **✓** |  |
| Results focused - Able to prioritise and act with determination to achieve targets | **✓** |  |
| Self-aware - Able to demonstrate willingness to develop your own skills | **✓** |  |
| Collaborative - Ability to work across teams with a variety of skills | **✓** |  |
| Ability to use IT effectively including databases, spreadsheets and electronic record keeping | **✓** |  |
| Ability to use online platforms i.e. RPA online/LandApp and GIS |  | **✓** |
| Full, current driving licence | **✓** |  |
| Personal Qualities | Essential | Desirable |
| Engaging representative for the Trust | **✓** |  |
| Excellent interpersonal skills – being aware of own skills and limitations | **✓** |  |
| High level of commitment and enthusiasm for the natural environment | **✓** |  |
| Enjoyment of dealing with people | **✓** |  |
| Organised and effective | **✓** |  |
| Determination to succeed | **✓** |  |
| A commitment to the role of charities and the voluntary sector in society | **✓** |  |
| Ability to work flexibly out of office hours, occasionally at short notice | **✓** |  |

**GENERAL INFORMATION FOR THE POST**

**Warwickshire Wildlife Trust**

Further information can be found on our web site: [www.warwickshirewildlifetrust.org.uk](http://www.warwickshirewildlifetrust.org.uk)

**Selection and Assessment**

The candidates who appear to best meet the person specification will be invited to attend for interview. We recommend that applicants pay particular attention to demonstrating how they meet the person specification on the application form.

The assessment will consist of an interview designed to give candidates an opportunity to demonstrate their skills and suitability for the post. Details will be sent to short-listed candidates.

Please let us know if you require any adjustments to make our recruitment process more accessible.

Interviews on Monday 31st of March 2025 at Brandon Marsh Nature Centre, Brandon Lane, Coventry, CV3 3GW.

**Appointment**

All our offers of employment are made, subject to some pre-employment checks including: Satisfactory References, Checks on eligibility to work in the United Kingdom, Checks on relevant certificates. Due to the anticipated level of contact with children or other vulnerable members of society involved with this role, a satisfactory Criminal Records Bureau/Independent Safeguarding Authority check is required.

**Salary**

Your salary will be based on your skills, knowledge and experience. You will be paid monthly in arrears by credit transfer to a bank or building society account.

**Location**

This post will be based at the Trust’s offices at Brandon Marsh Nature Centre, with the option for agile working based on the Trust’s agile working policies. Employees may be required to work at other Trust or non-Trust sites from time to time. The successful candidate will be expected to travel to visit sites within the area, some of which are in remote locations, and many include rough terrain as an integral part of their character. The role will involve some lone working.

**Hours of Work**

Our employees work a 35-hour week (full time). In view of Warwickshire Wildlife Trust’s work, employees can be called upon from time to time to work a reasonable period outside of the set hours. No overtime will be payable but a flexi time policy is in place.

**Holiday Entitlement**

Our holiday year runs from January to December. Full time employees get 25 days holiday per year plus bank holidays. For permanent members of staff this increases to 27 days after 2 years and 28 days after 5.

**Pension**

You will be automatically enrolled in the Warwickshire Wildlife Trust Stakeholder Pension Scheme if you meet the eligibility criteria, though you may opt out. The employee contributes 4.5% of salary and the Trust as the employer contributes a further 7% to the scheme.

**Notice**

If you choose to leave the Trust you will be required to give two months’ notice.

**Equal Opportunities**

Warwickshire Wildlife Trust is committed to equal opportunities and appoints on merit. We welcome applicants from all sections of society regardless of gender, sexual orientation, race, disability, marital status, age and religion, perceived community background or political beliefs.

**CVs**

Please be advised that CV's cannot be accepted on their own and will not be considered if submitted without a completed application form. A completed Warwickshire Wildlife Trust application form only will be accepted.

**Responding to Applications**

Thank you for showing an interest in this job and for taking the time to apply. Unfortunately, due to administration costs, we regret that only short-listed candidates will be contacted. If you have not heard from us within four weeks of the closing date then please assume that your application has been unsuccessful on this occasion.

*The purpose of this information is solely to provide prospective candidates with details relating to the post. It may not be construed as an offer of employment, nor does it form part of the contract of employment or the role profile.*